

16 JUN 1983

MEMORANDUM FOR: Director of Training and Education

VIA: Executive Officer, OTE

FROM: [Redacted]
Head, MI Career Sub-Group

SUBJECT: Nomination of [Redacted]

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1. The Office of Information Services (OIS) nominates [Redacted] as a replacement for [Redacted] Information Control Clerk.

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2. [Redacted] has been with the Agency since July 1979. He served with the Office of Personnel and the Office of Finance prior to his current assignment to the Dispatch and Pouch Unit/Office of Communications in February 1981. In his present assignment, [Redacted] has developed a good knowledge of pouch procedures. He is described as dependable, hard working, and conscientious. [Redacted] received a B.P.S. degree in Business and Public Management from the State University of New York College in 1975.

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3. We have attached [Redacted] Official Personnel Folder for your review. If you have any questions or need additional information, please contact me or [Redacted] Chief, OIS Personnel, on extension [Redacted]

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Attachment:
OPF



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CONCUR: [Redacted]

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Director of Training and Education

20 JUL 1983

Date